

Locksmith License Transfer Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally request the transfer of my locksmith license currently held under the name [Current License Holder's Name], with license number [License Number]. I am in the process of transferring my business operations to a new location and would like to ensure that my licensing remains valid and active throughout this transition.

Please find the details of the new business location below:

[New Business Name]

[New Business Address]

[City, State, Zip Code]

If there are any forms or fees required for this transfer, please let me know at your earliest convenience. I appreciate your attention to this matter and look forward to your swift response.

Thank you for your assistance.

Sincerely,

[Your Name]